

REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO:

Chief, Payroll Branch, Fiscal Division, Comptroller's Office

FROM:

ALLOTMENT SYMBOL

Chief, Finance Division

2263-1040-1000

PAY PERIOD

BEGINNING

ENDING

HOURS

EMPLOYEES

1 July 1961

8 July 1961

8

2

JUSTIFICATION

INDICATE, CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

See attached Memorandum for Chief, Finance Division  
from Chief, Monetary Branch, dated 28 June 1961.

DATE	TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable)	
30 June 1961	[Redacted]	
CONCURRENCE (if applicable)	C/Finance Division	
TYPED NAME AND SIGNATURE OF DIVISION CHIEF		AUTHORIZATION
[Redacted]		TYPED NAME AND SIGNATURE OF AUTHORIZING OFFICIAL
C/ Finance Division		E. R. SAUNDERS
DATE CONCURRED	DATE AUTHORIZED	
30 June 1961	Approved For Release 2002/05/01 : CIA-RDP78-05747A000300040014-8	

# MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

No ATTACHMENT